

**Public Safety Communications Advisory Commission (PSCC)
Summary of Minutes - Regular Public Meeting**

Tuesday, February 16, 2010

DRAFT DATED February 16, 2010 – Not Yet Approved by the Commission

PSCC Voting Members Present

- Chad Kirkpatrick, State CIO & Director, Government Information Technology Agency (Chairman)
- Joe Anderson, Assistant Chief, Bullhead City Fire Department
- Michael Brashier, Communications Manager, City of Casa Grande (*Arrived 1:04 PM*)
- Steven Campbell, Lt. Colonel, AZ Department of Public Safety
- Pablo Duarte, Microwave-Two-way Radio Engineer, Cochise County Government
- Tracy Montgomery, Assistant Chief, Phoenix Police Department
- Gilbert Orrantia, Director, Arizona Department of Homeland Security
- William Pribil, Sheriff, Coconino County
- Dan Wills, Battalion Chief, Sedona Fire District

PSCC Voting Members Absent

- Amy Brooks, Captain, Apache Junction Fire Department
- Jan Hauk, Past President, Arizona Fire District Association Representative
- Patrick Quinn, Deputy Chief, Tucson Fire Department
- Kathleen Robinson, Assistant Chief, Tucson Police Department
- Dewayne Woodie, Fire Chief, Ganado Fire District/EMS
- Mike Worrell, Captain, Phoenix Fire Department

Government Information Technology Agency (GITA) & GITA, Public Safety Interoperable Communications (GITA-PSIC) Office Attendees:

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Michael Todd, PSIC Regional Interoperability Manager, GITA-PSIC
- Justin Turner, PSIC Operations Manager, GITA-PSIC
- Andy Clark, Project Manager & PSIC Outreach, GITA-PSIC

Additional Meeting Presenters

- Captain Paul Wilson, Pima County Sheriff's Department
- Mark Venuti, Guardian Medical Transport
- Kevin Rogers, Manager, Wireless Systems Bureau, Department of Public Safety
- Doug Mummert, Division Chief, Phoenix Fire Department

31 Interested parties and members of the public were also present.

Call to Order and Roll Call

The meeting was called to order at 1:01 PM by Chairman Chad Kirkpatrick, Director of the Government Information Technology Agency. Chairman Kirkpatrick thanked Commissioners for attending and introduced Lt. Colonel Steven Campbell with the Arizona Department of Public Safety. Lt. Colonel Campbell was appointed to the Commission to replace David Felix. Roll call was taken by Mr. Justin Turner, PSIC Operations Manager, as noted above and a quorum of the PSCC was declared present.

Approval of Minutes – January 19, 2010 Meeting

Action Item

Chairman Kirkpatrick asked for comments on the January 19, 2010 meeting minutes. Hearing no comments, the Chairman asked for a motion to approve the minutes. Commissioner Gilbert Orrantia made a motion to approve the minutes. The motion was seconded by Commissioner Tracy Montgomery. The motion was unanimously carried and the minutes were approved.

Approval of AIRS SOP

*Presenters: Capt. Paul Wilson, Pima County Sheriff's Department
Mark Venuti, Guardian Medical Transport*

Action Item

Captain Paul Wilson, Co-Chair of the SIEC briefed the Commission on the Arizona Interagency Radio System (AIRS), and the process used by the SIEC to develop the Standard Operating Procedures (SOP) for the AIRS system. Capt. Wilson explained some of the key sections of the AIRS SOP including user, incident communication centers, and general communication center responsibilities. SIEC Co-Chair Mark Venuti was on hand to answer questions.

After the presentation Chairman Kirkpatrick asked Commissioners for comments and questions. Items discussed included issues surrounding lack of monitoring in certain areas of the State and how that would be resolved, procedures for revising the SOP, and the process for interested parties to bring AIRS related issues to the SIEC and how those will be addressed.

After discussion, the Chairman asked for a motion to approve the AIRS SOP. Commissioner Dan Wills made a motion to approve the Arizona Interagency Radio System (AIRS) Standard Operating Procedures (SOP). The motion was seconded by Commissioner Pablo Duarte. The motion was unanimously carried and the AIRS SOP was approved.

State Microwave Network Update

Presenter: Kevin Rogers, Manager, Wireless Systems Bureau, Department of Public Safety

Discussion Item

Mr. Kevin Rodgers briefed the Commission on the status of the State microwave network. The current statewide microwave network is owned, operated, and maintained by DPS and provides microwave connectivity for local, state, and federal public safety and/or service agencies throughout Arizona. In order for the statewide microwave network to continue to provide the infrastructure needed to support its mission, an upgrade of the microwave backbone to digital technology is required. Mr. Rodgers presented slides of various towers and sites being constructed or upgraded in the state as part of this upgrade process.

After the presentation Chairman Kirkpatrick asked Commissioners for comments and questions. Items discussed included the importance of the upgrade to the continuing functionality of public safety communications statewide, and the difficulty in identifying resources to complete the upgrade due to the challenging economic times. DPS reiterated that the upgrade remains a priority for the Department, and that they will continue to work to find funding streams to complete the system upgrade.

Phoenix Fire 800 MHz Transition Update

Presenter: Doug Mummert, Division Chief, Phoenix Fire Department

Information Item

Division Chief Doug Mummert briefed the commission on the transition to 800 MHz for Non Hazard Zones (NHZ) by the Phoenix Fire Department. The transition from VHF to trunked 800 Mhz was conducted during 2009 and is now complete. Hazard Zone incidents and certain EMS incidents remain on the VHF system. Mr. Mummert described many of the steps taken to ensure a smooth transition. Phoenix FD is currently re-evaluating options for Hazard Zone communications and will report in the future on those steps.

PSIC Office Plan

Presenter: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications Office (PSIC), GITA

Discussion Item

Ms. Lisa Meyerson provided an overview of the 2010 PSIC Office Plan. The plan was drafted to outline the activities and plans of the PSIC Office at GITA for 2010 and as a companion document to the Statewide Communications Interoperability Plan (SCIP) approved in January by the Commission. The plan (which is posted on the GITA/PSIC website) is broken down into five areas of activities:

1. Arizona's Interoperability Representative
2. Planning & Consulting
3. Funding & Reporting
4. Logistics & Operations
5. Stakeholder Engagement & Interaction

PSIC Office: Status Updates – Multiple Projects

Presenter: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications Office (PSIC), GITA

Discussion Item

Ms. Lisa Meyerson briefed the Commission on recent activities of the Public Safety Interoperable Communications (PSIC) Office at GITA. Key items from her presentation included:

- 1) Interactions with Federal Partners
- 2) National Emergency Communications Plan (NECP) Evaluations
- 3) April 13th Statewide Outreach Plan Workshop
- 4) Regional Planning Activities
- 5) Training Plans
- 6) Stakeholder Engagement and Interactions

Ms. Meyerson also previewed the subjects to be discussed at the next PSCC meeting.

Comments from the Public

No comments were received from the public.

Adjournment

Chairman Kirkpatrick called for a motion to adjourn. Commissioner Pablo Duarte motioned to adjourn the meeting, which was seconded by Commissioner William Pribil and unanimously carried. The meeting adjourned at 2:42 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the office of the Government Information Technology Agency. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 364-4498 to arrange for an audio of the tape-recorded proceedings.